

INVITATION FOR BIDS

U.S. GOVERNMENT PRINTING OFFICE
200 N. LaSalle St., Suite 810
Chicago, IL 60601-1055

BID OPENING: Bids shall be publicly opened on **August 16, 2000 at 2 pm** Chicago, IL time. Bids must be received no later than the exact date and time specified.

BID SUBMISSION: Facsimile bids are acceptable (see GPO Contract Terms, Pub. 310.2, 5/99). To submit a bid, the contractor must return a signed and completed GPO Bid Form 910 included at the end of this specification.

Send bids to U.S. Government Printing Office, Suite 810, 200 N. LaSalle St., Chicago, IL 60601, or fax bids to **312 886-3163**.

INFORMATION: For questions about these specifications call Patti Plunkett, 312 353-3916, ext. 12.

GPO CONTRACT TERMS: Any contract which results from this Invitation for Bid will be subject to the applicable provisions, clauses, and supplemental specifications of GPO Contract Terms, GPO Pub. 310.2, effective 12/1/87, revised May, 1999, (available at www.gpo.gov/procurement/ctterms/ct_title.html) and GPO Contract Terms, Quality Assurance Through Attributes (GPO Pub. 310.1, effective 5/79, revised 4/96).

PREAWARD SURVEY: In order to determine the responsibility of the prime contractor or any subcontractor, the Government reserves the right to conduct a preaward survey or to require other evidence of technical, production, managerial, financial, and similar abilities to perform, prior to the award of a contract.

PRODUCT: Looseleaf book with tab dividers printing in four-color process plus 7 different Pantone spot colors (printing a maximum of 7 ink colors on any one page) plus UV cured acrylic top coating all pages. Delivers to 38 destinations. (Note that the complete specifications are not posted on this website. To obtain complete specifications, request copy via facsimile to (312) 886-3163.)

TITLE: Features Book.

QUANTITY: 9,020.

NUMBER OF PAGES: 194.

TRIM SIZE: 76 text sheets are 9-1/4 x 11". 21 tab divider sheets are 9-3/4 x 11" including a 1/2" diecut tab extension.

GOVERNMENT TO FURNISH: Color visual. Disk information sheets. Five CD-R Verbatim 650MB compact discs (5th disc contains corrected pages i-vi), Corel Draw version 9. Distribution list.

BASIC CHECK OF FURNISHED MEDIA AND FILES: Prior to image processing, the contractor is

responsible for performing a basic check (preflight) of the furnished media and files. If any errors, media damage, or data corruption that might interfere with proper file imaging are discovered during inspection by the contractor, work should be discontinued after the entire order has been inspected. Further instructions should be requested from the GPO Contract Administrator, Ms. Patti Plunkett at (312) 353-3916, ext. 12.

This preflight should identify any problem areas with the digital file submission and should include but not be limited to missing or damaged fonts, damaged disks, missing bleeds, improper trim size and/or margins, only low resolution files included for illustrations, and improper color definition. The contractor is also responsible for creating or altering any necessary trapping, setting proper screen angles and frequency, adjusting copy for trim size, and defining proper file output selection for the imaging device being used. All furnished files must be imaged as necessary to meet the assigned Quality Assurance Through Attributes Program (QATAP) level.

RIGHTS ON DATA: The fonts provided (see GOVERNMENT TO FURNISH) are the property of the ordering agency and are provided for use on this contract only. Using the furnished fonts on any job other than the one for which the fonts were submitted violates copyright law. All provided fonts should be eliminated from contractor's archive immediately after completion of the production run.

CONTRACTOR TO FURNISH: All materials and operations, other than those listed under "Government to Furnish," necessary to produce the product(s) in accordance with these specifications.

Identification markings such as register marks, ring folios, rubber stamped jacket numbers, commercial identification marks of any kind, etc., form number, and revision date, carried on copy or film, must not print on finished product. The GPO imprint line is waived.

FILMS: Output high resolution films from supplied disk. Create traps and correct any files/bleeds, etc. as necessary to match visuals and instructions. Contractor is required to proofread file output against laser mechanicals and notify GPO if there is a problem.

Minimum 150 line screens and 2400 image resolution required unless a higher resolution is indicated in the electronic file. All films, including final films, separations, and other working films made are the property of the Government and must be returned with the furnished material, upon completion of the order. Films must be removed from flats. Final films must be exactly the same as the printed product. All films (final films and working films), masks, etc. must be labeled, and must be packaged protectively.

PROOFS: Two sets laminated or electrophotographic color proofs such as Signature, Cromalin, Matchprint, or Waterproof. Mount on the specified stock, if available at proof time. Sublimation, inkjet, photographic, and overlay proofs are not acceptable. The proofs should have color control bars, tint patches, and dot gain scale (such as Brunner, GATF, GRETAG, or RIT) repeated across the sheet. Control bars must be placed parallel to the press's ink rollers. The control bars must show areas consisting of 5 x 5 mm (3/16 x 3/16") minimum solid color patches; tint patches of 25, 50, and 75%; dot gain scale and gray balance patches for process color. Use overlay-type proof such as IMATION color key to indicate spot colors, using color similar to final ink color (i.e., blue, yellow, red, gray, or green as appropriate).

Two sets DYLUX or similar proofs (Blue such as DYLUX 503B, Gray (such as DYLUX 535), or dark blue image such as Fuji CopiArt), imposed, trimmed to size, and collated in book format, hand cut for tabs.

If any contractor's errors are serious enough in the opinion of the GPO to require revised proofs, the revised proofs are to be provided at no expense to the Government. No extra time can be allowed for this reproofing; such operations must be accomplished within the original production schedule allotted in the specifications.

Contractor must not proceed without an "OK to Print."

PRESS INSPECTION: Press sheets will be inspected at the contractor's plant at start of production for quality conformance. Note: A press sheet inspection is for the purpose of setting specific standards that are to be maintained throughout the entire run. It does not constitute a prior approval of the entire run.

Press sheets must contain control bars for each color of ink on the sheet. Control bars must be placed parallel to the press's ink rollers. The control bars must show areas consisting of 5 x 5 mm (3/16 x 3/16") minimum solid color patches; tint patches of 25, 50, and 75%; dot gain scale (such as Brunner, GATF, GRETAG, or RIT); and gray balance patches for process color (if applicable).

Inspection is normally restricted to between 7 am and 7 pm, and cannot be scheduled for weekends or federal holidays. However, the Government will make reasonable accommodations to retain the schedule.

Must be run on presses that are capable of printing at least as many colors as that side prints in a single pass through the press.

Contractor must provide a minimum of 48 hours (two (2) full workdays) notification of press inspections. Contact Ms. Sheila West at 312-353-3916, ext. 17, to arrange for the press inspection.

QUALITY ASSURANCE LEVELS AND STANDARDS: The following levels and standards shall apply to these specifications:

Product Quality Level: (a) Printing (page related) Attributes-Level I
(b) Finishing (item related) Attributes-Level I

Inspection Levels (from ANSI/ASQC Z1.4): (a) Non-destructive Tests--General Inspection Level I; (b) Destructive Tests - Special Inspection Level S-2.

Specified Standards: The specified standards for the attributes requiring them shall be:

<u>Attribute</u>	<u>Specified Standard</u>	<u>Alternate Standard</u>
P-7 Type Quality and Uniformity	OK'd press sheet	OK'd proofs
P-8 Halftone Match	OK'd press sheet	OK'd proofs
P-9 Solid/Screen Tint Color Match	OK'd press sheet	Pantone Matching System
P-10 Process Color Match	OK'd press sheet	OK'd proofs

STOCK: The specifications of all stock furnished must be in accordance with those listed herein or listed for the corresponding JCP Code numbers in the "Government Paper Specification Standards No. 11" dated February 1999 (available at www.access.gpo.gov/qualitycontrol/paperspecs/index.html). All stock used for each item must be of a uniform shade.

White gloss coated two sides cover, text pages caliper 7 pt., divider pages matching stock to text pages, except caliper 10 pt., otherwise both equal to JCP L10.

INK: Four-color process plus the following Pantone colors 288 blue, 123 yellow, 485 red, 347 green, 421 gray, 425 gray and/or 297 blue. Lithographic ink used in the performance of this contract shall contain not less than the following percentages of vegetable oil: (a) Sheet-fed and forms ink, 20%; and (b) Heat-set ink, 10%.

PRINTING: See page 10 for printing breakdown by sheet. Maximum ink colors on any one side are 7 plus top coating.

TOP COATING: Coat entire surface, both sides, after printing, with a gloss, UV cured acrylic top coating.

MARGINS: Most pages bleed top, bottom and outside edge. Edge that drills does not bleed and has a consistent margin.

BINDING: Diecut tabs as indicated, 1/2", slightly rounded corners. Positions and size indicated on files.

Assemble as folioed. Drill 3 round, 3/8" diameter holes, 4-1/4" center to center, positioned on 11" left. Center of holes 7/16" from left edge of sheet to match sample furnished.

Shrinkfilm wrap each book with piece of 9-3/4 x 11" chipboard at bottom.

LABELING AND MARKING: Reproduce shipping container label, fill out information, and attach to each container.

PACKING: Pack suitable in shipping containers not to exceed 20 kg (45 lbs.) per container. Use only new corrugated or solid fiberboard containers with a minimum bursting strength of 1 896 kPa (275 p.s.i.).

PALLETIZING: Contractor will be required to furnish pallets for bulk shipments when the containers fill two or more layers on the pallet, in accordance with GPO Pub. 310.2.

DISTRIBUTION: F.O.B. Destination. All expenses incidental to picking up and returning materials, proofs, and furnishing sample copies must be borne by the contractor. Contractor must pickup all furnished materials from the GPO location indicated below.

Navy Recruiting Command
Attn: M. Coxon, Code 864
5722 Integrity Drive, Bldg. 784
Millington, TN 38054-5057

One Complete Set of Proofs.
178 copies (see list on next page)
+/- balance after all other distribution.
Originals, films, and discs after completion of order.

NORU/NTT
Attn: Jeff Mouser, Suite C
206 S. Ave.
NAS Pensacola, FL 32508-5102

One Complete Set of Proofs and furnished visual

Complete addresses for the distribution quantities listed below follow on pages 6, 7, and 8.

1. Atlanta	293
2. Buffalo	275
3. Chicago	268
4. Dallas	285
5. Denver	227
6. Houston	288
7. Indianapolis	232
8. Jacksonville	255
9. Kansas City	233
10. Los Angeles	334
11. Miami	258
12. Detroit	269
13. Minneapolis	239
14. Montgomery	260
15. Nashville	271
16. Boston	264
17. New Orleans	238
18. East Meadows	313
19. Columbus	268
20. Omaha	253
21. Philadelphia	322
22. Phoenix	252
23. Pittsburgh	294
24. Portland	262
25. Raleigh	261
26. Richmond	262
27. San Antonio	301
28. San Diego	323
29. San Francisco	351
30. Seattle	288
31. St. Louis	267
32. Area North	4
33. Area South	4
34. Area Central	4
35. Area West	4
36. Millington TN	178
37. NORU/NTT	300
38. GPO QA	20
TOTAL	9,020

U.S. Government Printing Office
Attn: QATAP samples
200 N. LaSalle Street, Suite 810
Chicago, IL 60601-1055

20 QATAP samples

DEPARTMENTAL RANDOM COPIES (BLUE LABEL): quantity must be divided into 80 equal sublots. A random copy must be selected from each subplot. Do not choose copies from the same general area in each subplot. The contractor will be required to execute a statement furnished by GPO certifying that copies were selected as directed. The random copies constitute a part of the total quantity ordered, and no additional charge will be allowed.

These randomly selected copies must be packed separately and identified by a special blue label, affixed to each affected container. The container and its contents shall be recorded separately on all shipping documents and sent in accordance with the distribution list to the Department at the Millington address (see "Distribution" for address). A copy of the purchase order and a signed certificate of selection must be included. The Government will furnish initial copies of the required blue label and certificate, and the contractor will reproduce copies as needed.

QUALITY ASSURANCE RANDOM COPIES: In addition to the Departmental Random Copies, the contractor is required to submit 20 quality assurance samples for inspection and testing for compliance to the product specifications. The contractor will be required to complete and sign a selection certificate (see above). Ship/mail these copies f.o.b. destination to the US GPO, Suite 810, Attn: Quality Assurance Random Copies, 200 N. LaSalle St., Chicago, IL 60601.

SCHEDULE: See Notice of Compliance with Schedules in GPO Pub. 310.2.

Award will be made and Government-furnished material and purchase order will be available for pickup at Chicago GPO by **August 18, 2000.**

Proofs must be delivered by August 25, 2000. You must clearly mark package with the jacket number and the word "PROOFS". You must also notify Ms. Sheila West, Chicago GPO, 312-353-3916, ext. 17, the morning of proof delivery. **Proofs will be held not more than 2 workdays** from receipt by the Government to call to the contractor to for pickup.

Contractor must provide a minimum 48 hours (2 full workdays) notification of press inspections.

Complete production and delivery to all destinations must be made by September 18, 2000.

OFFERS: To submit a bid, the bidder must return a signed, completed, GPO Form 910. Offers must include the cost of all materials and operations for the total quantity ordered in accordance with these specifications. In addition, a price must be submitted for each additional 1,000 copies. The price for additional quantities must be based on a continuing run, exclusive of all basic or preliminary charges, (i.e., running rate not including makeready) and will not be a factor for determination of award.

PAYMENT: Submit all vouchers to: Comptroller, Stop FMCE, Financial Management Services, U.S. Government Printing Office, Washington, D.C. 20401.

Printing breakdown by sheet:

1. Front cover 4cp+288/123+288+black
2. 123+288+black/4cp+288
3. Tab T of C 4cp+288/black
4. Tab 1-1 4cp+123+288+485/same
5. 123+288+k/same
6. 4cp+288/4cp+288+123
7. 4cp+288+123/same
8. Tab 2-1 4cp +123+288/same
9. 123+288+k/same
10. 4cp+288/same
11. 4cp+288/blank
12. Tab 3-1 4cp+288+123+347/same
13. 123+288+black/same
14. 4cp+288/same
15. 4cp+288/blank
16. Tab 4-1 4cp+288+123/same
17. 123+288+black/same
18. 4cp+288/same
19. 4cp+288/blank
20. Tab 5-1: 4cp+288+123+485/same
21. 123+288+black/same
22. 4cp+288/same
23. 4cp+288/blank
24. Tab 6-1 4cp+288+123/same
25. 123+288+black/same
26. 123+288+black/4cp+123+288
27. 4cp+123+288/same
28. 4cp+123+288/123+288+black
29. 4cp+123+288/123+288+black
30. 123+288+black/same
31. 123+288+black/blank
32. Tab 7-1 4cp+123+288+347/same
33. 123+288+black/123+288+black
34. 4cp+123+288/same
35. 4cp+123+288/blank
36. Tab 8-1 4cp+123+288/same
37. 123+288+black/same
38. 4cp+123+288/same
39. 4cp+288/blank
40. Tab 9-1 4cp+123+288+485/same
41. 123+288+black/same
42. 123+288+black/288+485+421+black
43. 4cp+288/same
44. 4cp +288/same
45. 4cp+288/4cp+123+288
46. Tab 10-1 4cp+123+288/same
47. 123+288+black/same
48. 4cp+123+288/same
49. Tab 11-1 4cp+123+299+347/same
50. 123+288+black/same
51. 4cp+288/4cp+123+288
52. 4cp+123+288/same
53. 4cp+123+288/same
54. 4cp+288/4cp+123+288
55. 4cp+123+288/blank
56. Tab 12-1 4cp+123+288/same
57. 4cp+123+288/same
58. 4cp+123+288/same
59. 4cp+123+288/same
60. 4cp+288/blank
61. Tab 13-1 4cp+123+288+425/same
62. 4cp+288/same
63. 4cp+123+288/4cp+288
64. Tab 14-1 4cp+123+288/same
65. 4cp+288/4cp+123+288
66. Tab 15-1
4cp+123+288+347/123+288+347+black
67. 123+288+black/4cp+288
68. 4cp+123+288/same
69. 4cp+288/same
70. Tab 16-1 4cp+123+288/123+288+black
71. 123+288+black/4cp+288
72. 4cp+123+288/same
73. 4cp+123+288/same
74. 4cp+123+288/same
75. 4cp+288/4cp+123+288
76. 4cp+288/4cp+123+288
77. 4cp+123+288/same
78. Tab 17-1 4cp+123+288+425/4cp+288+425
79. 123+288+black/same
80. 123+288+black/4cp+123+288
81. 4cp+123+288/same
82. 4cp+123+288/123+288+black
83. 123+288+black/same
84. Tab 18-1 rcp+123+288/123+288+black
85. 123+288+black/4cp+123+288
86. 123+288+black/4cp+123+288
87. Tab 19-1 4cp+123+288+485/4cp+288+485
88. 4cp+288/same
89. 4cp+288/same
90. 4cp+123+288/4cp+288
91. 4cp+288/same
92. 4cp+123+288/same
93. Tab 20-1 4cp+123+288/123+288+black
94. 123+288+black/4cp+123+288
95. 4cp+123+288/same
96. 4cp+123+288/4cp+288
97. 4cp+485+297/blank

